



# Third Program Year CAPER

## GENERAL

### Executive Summary

**This module is optional but encouraged. If you choose to complete it, provide a brief overview that includes major initiatives and highlights that were proposed and executed throughout the first year.**

The City of Canton's 2011 CAPER represents the achievements of the third year of its five-year Consolidated Plan. In 2011, Canton was awarded \$2,616,782 Community Development Block Grant Funds (Grant #B-11-MC-390002), \$655,219 HOME funds (Grant #M-11-MC-390203), and \$126,849 Emergency Shelter Grant funds (Grant #S-11-MC-390002). In 2009, the City received \$773,783 in CDBG-R funds (Grant #B-09-MY-390002) and \$1,183,577 in HPRP funds (Grant #S-09-MY-390002). At the beginning of 2011, the City had \$209,158.89 in CDBG-R funds and \$427,407.39 in HPRP funds that had not been expended. The City also received \$522,881.42 in CDBG program income. These funds were utilized in the City's program area to provide decent affordable housing, a more suitable living environment and economic development opportunities to the City's low and moderate-income residents.

The City expected to receive \$300,000 in CDBG program income during 2011. The actual amount received was \$522,881.42. This increase in program income was due to two factors. First, the City of Canton's Fair Housing program was awarded a contract from the Stark Metropolitan Housing Authority to help with tenant education and dispute resolution. This contract resulted in program income in the amount of \$39,999.92. A second large amount of unanticipated program income came the reimbursement of money put toward the New Horizons Park. This resulted in \$155,000.00. Neither source of program income was anticipated at the time the action plan was submitted.

A City owned community center was at risk of being closed in 2009. The decision was made to fund salaries, operating expenses and programs at the center with CDBG funds as part of the City's public service cap. The facility houses the City's Youth Development department. The YMCA, through a contract with the City, is responsible for creating, running and monitoring programs at the center.

As a result of this decision, other public service grants continue are very limited. The City did not take applications, but awarded grants to agencies facing great need.

The City received over ten million dollars in grants in recent years from the State of Ohio Clean Ohio Grant program to clean up brownfield site. The sites are being developed for both commercial and residential use. The Department of Development (DOD) staff members are involved in the application process and monitor the spending of these funds.

The City's NSP 1 and NSP 3 grants are still being used to build new homes, to acquire and rehab homes that are vacant due to foreclosure, and to demolish blighted structures. Habitat for

Humanity has constructed and sold 3 homes with NSP 1 funding and has 3 more still under construction. Stark Metropolitan Housing Authority has completed rehab on 3 properties and has with NSP 1 funds and acquired and begun rehab work on nine more with NSP 1 and NSP 3 funds, all to be rented to low income families. Also within the NSP 1 and NSP 3 program, two additional private developers have completed rehab on six units and purchased and begun rehab work on eight more.

In addition, 36 vacant properties were demolished in 2011 with NSP and CDBG funds.

## **SPECIAL ECONOMIC DEVELOPMENT PROJECTS**

- **International Conference on Shopping Centers (ICSC)-** Coordinated the participation of Mayor Healy, Director of Development and Canton area developers at the ICSC, Las Vegas, Nevada in 2008, 2009, 2010, and 2011. The city has been successful in attracting retailers and developers to the city including Hibbett Sports, Dots, Debs, Chipolte, O'Reilly, KFC and others.

## **COMMUNITY DEVELOPMENT**

- **Fisher's Food Voucher Program/Trinity Gospel-** In 2011, the City partnered with Trinity Gospel, Fishers Foods and Interdenominational Minister's Association of Stark County (IMA) to provide eligible applicants food vouchers under the "Canton Cares" program. An allocation of \$25,000 from CDBG funds was provided to Trinity Gospel to purchase food vouchers. IMA matched the amount for a total of \$50,000. Fishers Foods also donated additional food items for the program. Food vouchers were distributed to 2,216 persons.
- **Seniors Farmers Market Voucher Program/AoA-** In 2011, the City partnered with the Area Agency on Aging and the Canton Regional Chamber of Commerce for a vegetable voucher program for senior citizens. The City distributed vouchers to low-moderate senior citizens residing in senior housing facilities and communities. Over 770 seniors redeemed vouchers for fruits and vegetables at the Canton Farmers Market.

## **YOUTH DEVELOPMENT**

- **Summer Youth Jobs Program** – In 2011, the Department of Development allocated \$90,000 in CDBG money for a Youth Summer Jobs Program. The program employed over 40 residents between the ages of 18 and 24.

## **JOB TRAINING**

- **Canton Brownfield Training Program-** The Brownfield Training grant, awarded by the US EPA, is allowing the city to conduct a 3 year program to train and certify workers in Canton on the techniques, processes and competencies required to work in the field of Brownfield remediation. The Department of Development is partnering with Stark State College of Technology, Goodwill Industries of Cleveland and North Central Ohio, The Employment Source and Sisters of Charities Foundation.

The Brownfield Job Training Program has completed two of the three yearlong cycles it was scheduled to complete. Programming goals were to train 105 candidates in

environment technologies competencies, followed by job placement in local environmental remediation.

Of the two cycles completed 48 of the candidates who successfully completed the program are employed. 35 are working with environmental services companies and 13 are working in non-environmental positions, 3 have left the area. Average wages for the graduates are \$15.00/hour with a number of graduates moving into supervisory positions.

Due to unforeseen funding surpluses an additional 15 candidates are currently attending the program training along with cycle 3 candidates. In addition to the 15 extra candidates, 40 graduates are being recalled to attend confined space operations training. The demand for confined space training is driven by the emerging gas and oil industry of Eastern Ohio. The demand for Brownfield Field Job Training Graduates is driven by the quality of the workers, the certification they acquired and the comprehensive training.

## General Questions

### **1. Assessment of the one-year goals and objectives:**

#### **a. Describe the accomplishments in attaining the goals and objectives for the reporting period.**

The City of Canton directs the majority of all assistance to areas defined as low to moderate income in the 2000 Census. In 2011, approximately 99% of HUD funds benefited low income areas and residents. Sixteen targeted census tracts exceed the 50% level for low to moderate income, with figures ranging from 52.5% to 82.3% of the population being in low to moderate-income ranges. The City's overall level of low to moderate-income residents is 56.3%.

The City worked toward its goals of providing decent affordable housing by assisting 26 households with CDBG funds. Programs included emergency repair assistance, a furnace program administered by a non-profit agency and a sidewalk replacement program administered by the Civil Engineering Department.

Five whole house rehabs and seven down payment assistance projects were funded with HOME funds through the Department of Development and its sub-recipient (Stark County Out of Poverty Partnership). HOME funds were also expended to assist with the construction of five homes by Habitat for Humanity, to assist in the first phase of a multi-unit supportive housing project, and the acquisition of land for new construction of six "green" homes. In addition, the city awarded nine Emergency Shelter Grant to area non-profits providing temporary housing and services to persons and families.

The City continued contracting with an area non-profit organization, American Rescue Workers, to board up vacant houses. The partnership allowed the City to increase the rate at which they are able to secure vacant structures and provide a source of income for the agency. Through this arrangement, American Rescue Workers completed the securing of 325 houses. American Rescue Workers is an agency providing transitional and temporary housing for homeless men. Some of these men perform the work and earn a nominal salary in an effort to help them in their search for more permanent housing.

In 2011, the City of Canton was able to assist fifteen non-profit entities with CDBG grants to fund public services and improvements to public facilities. These projects provide vital services aimed at improving the living environment of Canton's low and moderate-income residents.

In addition to funding staff and operations of the City's community center, the City used CDBG funds to operate a summer swim program for youth.

Through the City's economic development partnerships with the Canton Community Improvement Corporation, Canton Regional Chamber of Commerce, Stark Development Board and others approximately \$602,000 in CDBG funds was expended for five projects for the purpose of attracting and retaining jobs. These projects include Mercy Medical, VXi, RKL, Conestoga, and Stark County Community Action Agency.

In addition to the direct expenditure of funds to support business relocation to Canton and expansion of existing businesses, the CCIC administers a city program that provides tax incentives to eligible businesses. There are 13 businesses receiving property tax abatements under the state Enterprise Zone or Community Reinvestment Area (CRA) programs. In 2011, more than 580 jobs were retained under the Enterprise Zone and CRA programs.

- b. Provide a breakdown of the CPD formula grant funds spent on grant activities for each goal and objective.

Decent Affordable Housing:

- \$474,278.39 – CDBG
- \$178,448.01 – ESG
- \$977,962.85 – HOME
- \$358,668.46 – HPRP

Suitable Living Environment:

- \$9,622.05 – CDBG-R
- \$1,039,461.27 – CDBG

Economic Development:

- \$15,638.00 – CDBG-R
- \$1,024,585.66 – CDBG

Management and Planning:

- \$11,573.25 – CDBG-R
- \$696,476.01 – CDBG
- \$32,084.18 – HOME

- c. If applicable, explain why progress was not made towards meeting the goals and objectives.

The city's in-house rehab programs did not meet the set goals. At the order of our field office representative, programs were put on hold while new standard operating

procedures and policies were developed and approved. All policies and procedures have been drafted.

2. Describe the manner in which the recipient would change its program as a result of its experiences.

At the order of our field office representative, programs were put on hold while new standard operating procedures and policies were developed and approved. Staff devoted full attention to putting together written policies and procedures and recreating forms, applications, and other materials. The department looks forward to fully implementing these new procedures after final approval from the field office.

#### **Affirmatively Furthering Fair Housing:**

In 2006, the City received a Fair Housing Assistance Program grant from HUD and began the process of developing an in-house Fair Housing program. In 2008, the City created the Department of Compliance to oversee the Fair Housing Assistance Program, MBE/MBW program, Equal Employment Opportunity (EEO) operations and minority recruitment for the City Safety Forces.

Two Fair Housing Department staff members have completed training and received certification from the National Fair Housing Training Academy.

Staff from the Office of Compliance and Fair Housing attended numerous public functions representing the City and educating residents and employees about their rights.

#### **FAIR HOUSING ASSISTANCE PROGRAM (FHAP)**

The City of Canton is committed to affirmatively further Fair Housing. The Fair Housing & EEO Department ("Department") handles a number of calls involving numerous Landlord/Tenant issues on a daily basis. Many times Landlord/Tenant issues are Fair Housing issues if they involve allegations of discriminatory practices based on any one of the protected classes provided in Chapter 515 of the City of Canton Codified Ordinances: Ancestry, Color, Disability, Familial Status, National Origin, Race, Religion and Sex.

The Department continued to aggressively process cases and meet performance standards in order to maintain the prestigious status of "substantial equivalency" as a Fair Housing Assistance Program (FHAP). As such, during the 2011 year, the Department continued to increase its community awareness initiatives. As a result, the Department maintained its Fair Housing caseload with four active cases in 2011.



The Fair Housing and EEO Manager and the Director of Compliance have both completed the mandatory five (5) week HUD Training in Washington, D.C. and are now certified HUD investigators of Fair Housing claims. The Director of Compliance left the department in the summer of this year. The new Director is working toward completing training to be fully certified.

## Fair Housing Caseload

11-CNT-01	05-11-0613-8	Race
		No Probable Cause
11-CNT-02		Retaliation
		Outside jurisdiction
11-CNT-03	05-11-0666-8	Race
11-CNT-04	05-11-1252-8	Sexual Harrassment
		Conciliation agreement reached

## 2011 Community Awareness Initiatives

### February

- Stark County Bedbug Prevention Task Force Workshop – Lori Stokes
- SMHA Staff Training presentation: (L/T, FH and Section 504) – Lori Stokes

### March

- Buckeye Community Agency Meeting/Luncheon – Lori Stokes
- J. R. Coleman Center Women In History Luncheon – Lori Stokes
- Stark County Housing Task Force – Fair Housing Presentation – Lori Stokes
- J. R. Coleman Center Advisory Summit – Lori Stokes

### April

- CDBG Week Celebration – City of Canton
- National Fair Housing Month Celebration
- North East Area Renaissance (“N.E.A.R.”) 4th Annual Business Appreciation Luncheon - Lori Stokes
- Annual Fair Housing Essay Contest Recognition Program, collaboration with Canton City Schools Middle School Students – Lori Stokes
- Stark County Association of REALTORS® Fair Housing Awards Luncheon – Lori Stokes & Corey Minor Smith
- “Reflecting Back and Moving Forward ~ Integrating Our Communities” Fair Housing Community Forum – Lori Stokes
- Strengthening Families event sponsored by Stark County Family Council – Materials provided
- Storybook reading sessions to Canton City Kindergarten classes – Lori Stokes
- Fair Housing Presentation – Brighter Heights Alternative School – Lori Stokes
- Fair Housing Presentation on “On Track with Betty Mac Show” – Corey Minor Smith
- Canton City Council Informal Resolution- Corey Minor Smith
- Mayor’s Proclamation- Corey Minor Smith
- Canton Connection article, “*Are your Advertisements Discriminatory?*”

### May

- Metro Homeownership Program – Fair Housing Presentation – Lori Stokes
- Stark County Bedbug Prevention Task Force Meeting – Lori Stokes

**June**

- Buckeye Community Agency Meeting/Luncheon – Lori Stokes
- Stark County Bedbug Prevention Task Force Meeting – Lori Stokes
- Life Bridge Summer Kick Off Events – Present Fair Housing information to attendees – Lori Stokes
- United Way 2-1-1 Info & Referral Homeless Resource Forum – Lori Stokes
- Canton Connection article: *Fair Housing Advocacy is Still Needed in 2011*- Corey Minor Smith
- Landlord-Tenant Training – Akron, OH – Lori Stokes

**July**

- Metro Homeownership Program – Fair Housing Presentation – Lori Stokes
- Justice for All: Protecting the Elderly & Disabled seminar – Lori Stokes

**August**

- PAC Neighborhood Back to School Party
- Iron Rock n Rod Community Event – Promotional materials in take-away bags for attendees
- Fair Housing Presentation – AHEPA 59 Apartments – Service Coordinator's Luncheon – Lori Stokes
- Project Homeless Connect Event – Lori Stokes
- Brighter Heights Open House – Lori Stokes
- Annual Staff Training – Mayfield Manor Apartments – Lori Stokes
- ADA New Standards – New Regulations Training – Columbus, OH – Lori Stokes
- Housing Summit – Lori Stokes & several Commission Members
- Landlord Fair Housing Training – Lori Stokes

**September**

- Central Ohio Bed Bug Task Force Summit 2011 – Grove City, OH – Lori Stokes
- Promotional materials distribution at Stark County Fair
- Annual Senior Citizen's Forum – sponsored by Stark Jobs & Family Services – Lori Stokes
- Human Resources Training – Akron, OH – Lori Stokes
- Stark County Bedbug Prevention Task Force Meeting – Lori Stokes
- Metro Homeownership Program – Fair Housing Presentation – Lori Stokes
- Fair Housing Presentation – ICAN Housing Solutions – Lori Stokes
- Fair Housing Presentation – Skyline Terrace Housing – Lori Stokes
- Fair Housing Workshop by Spencer Wells – Stark County Library – Lori Stokes

**October**

- Pal Mission – Fair Housing Presentation – Lori Stokes

**November**

- Buckeye Community Agency Meeting/Luncheon – Lori Stokes

**December**

- Leadership Stark County Human Services Program Day – Lori Stokes

a. Provide a summary of impediments to fair housing choice.

- Continue to increase community awareness initiatives
- Continue to educate tenants, property owners and landlords of their duties and responsibilities
- Minimize concerns of retaliation
- Use the results of the Analysis of Impediments to initiate effective Fair Housing initiatives

b. Identify actions taken to overcome effects of impediments identified.

- Continue to increase community awareness initiatives
- Continue to educate tenants, property owners and landlords of their duties and responsibilities
- Minimize concerns of retaliation
- Use the results of the Analysis of Impediments to initiate effective Fair Housing initiatives

3. Describe Other Actions in Strategic Plan or Action Plan taken to address obstacles to meeting underserved needs.

Lack of awareness of available services continues to be an obstacle the City seeks to overcome by providing information through a variety of formats.

The City worked at meeting the needs of City residents who qualify for assistance by partnering with a variety of sources including neighborhood groups and non-profit agencies that work closely with residents, and have knowledge of the specific needs in their neighborhoods. The Office of Compliance is active in the community attending public events to make sure residents are aware of Fair Housing requirement as well as services available from public and private agencies. The City has implemented low to no cost efforts of distributing information such as the public informational meetings and attendance at community events.

The Canton Community Improvement Corporation contributes to the publication of a quarterly magazine that highlights City events and services. The publication is free of charge and mailed to 65,000 addresses in the City, both residential and commercial. City departments contribute information to educate residents about available services. The DOD uses the publication to promote its programs, keep the public informed of its actions and reach persons who may not be aware of programs.

**Summer Youth Employment Program**

In 2011, over 40 youth were hired to work in several city departments for the summer. These summer employees worked with programs at the city's community center and performed clerical duties in city offices.

4. Leveraging Resources



- a. Identify progress in obtaining “other” public and private resources to address needs.

In 2011, the City again partnered with the Area Agency on Aging for a vegetable voucher program. The agency provided vouchers redeemable at the City Farmer’s Market in conjunction with the Canton Regional Chamber of Commerce. The Department of Development provided funding and distributed the vouchers to senior citizens residing in senior housing facilities and the Community.

In 2009, the CCIC was awarded \$444,004 by the US EPA under a Brownfield Job Training Grant for the training of 105 students in environmental assessment and remediation. The program targeted unemployed and underemployed individuals. The city partnered with Goodwill Industries, Stark State College and The Employment Source for an additional investment of \$92,942. This program continued through 2011.

The City encourages partnerships between agencies providing similar services to both prevent duplication of services and to build capacity. This strategy also allows for a more efficient use of available funds. The City is researching and applying for funding from other sources to help with City funding issues and to help area non-profits meet the needs of the residents they serve. In 2011, the city contracted with e-Civis, a firm that consolidates grant application information and provides templates and grant writing help features. The program was made available to area non-profits to help them find funding sources they may not have been aware of.

- b. How Federal resources from HUD leveraged other public and private resources.

The City, in cooperation with the Stark Community Foundation, J P Morgan/Chase Bank and the Canton Repository, partners with the Neighborhood Partnership Grant Program to fund development of neighborhood groups that strengthen the community. These funds help neighborhood associations’ work to find answers to the unique issues faced in their areas.

The City worked cooperatively with the Stark Development Board in leveraging CDBG funds with other financial and incentive programs available at the local and state levels for business retention, expansion and start up.

In response to credit restrictions of recent years the Canton DOD and CCIC engaged nontraditional financial institutions to provide small loan assistance to startup or existing small businesses. Local Credit Unions were contacted and asked to consider small business loans to companies seeking loans of \$30,000 or less. These non-traditional business lenders were able to meet the needs of companies challenged by the credit restrictions imposed on traditional banking institutions. The primary recipients of this assistance were startup companies with developed business plans. 9 companies were referred to financial institutions, three voluntarily reported receiving loans, 2 reported not being financed, the remaining 4 did not report.

Companies conducting expansion or capital improvement projects were encouraged to take advantage of American Electric Power programs providing incentives and rebates for cost cutting energy conservation. The AEP incentives were geared towards customers

who took steps to decrease electric power consumption through installation of energy efficient motors, lighting and other devices geared towards reduction of power consumption. In conjunction with AEP, CCIC staff provided program information to business entities.

The City partners with the Canton Regional Chamber of Commerce on economic development projects, especially in the downtown area and industrial sites. The Chamber provides economic assistance to companies in the City through their retention and expansion program called the Synchronist Program. The Synchronist program uses informal contacts and an ongoing interview process to maintain their connection with area businesses. The program uses a computer-based survey methodology that allows for data collection and interpretation, and maintains a file of email contacts at manufacturing and industrial companies in Canton and central Stark County. A part of their Business Retention work is to keep area employers apprised of available programs, funds, seminars and meetings on topics of interest.

### **Canton Connection**

The CCIC supports the publication of a quarterly magazine that highlights growing businesses, events and activities and programs and services offered by city agencies. The publication is free of charge and is mailed to 65,000 addresses in the city.

### **Economic Growth Initiatives and Enterprise Zones**

In addition to the direct expenditure of funds to support business relocation to Canton and expansion of existing businesses, the CCIC administers a city program that provides tax incentives to eligible businesses. There are currently thirteen businesses receiving property tax abatements under the Enterprise Zone or CRA programs. In 2011, a total of 580 jobs were retained under the Enterprise Zone and CRA programs.

### **Partnerships**

Several partnerships assist the CCIC in supporting the retention or creation of jobs for low/mod income residents of the city. Of particular importance is the partnership with the City's partnership with the Employment Source, which offers job readiness training and supports eligible new business locations through financial incentives for training employees.

Another partner is the Entrepreneurial Success Center at Goodwill Industries. The City receives many inquiries from individuals interested in starting a new business that need assistance in preparing business plans and understanding the steps necessary to creating a new business. These individuals are usually displaced workers unable to obtain a job in this economy and are looking for alternatives to support themselves and their families. The Entrepreneurial Success Center provides a 12-week training program and accepts referrals from us for individuals to participate in the training. The CCIC also works closely with AEP Ohio and Lake Erie and Wheeling Railroad.

Business startups and companies needing technical assistance were referred to the Small Business Development Center or The Goodwill Industries, Center for Entrepreneurship Success. Through participation in these programs entrepreneurs were assisted in business plan development, credit counseling, business to business networking and other business practices.

Business development assistance is also provided through site information. Companies looking to relocate or enlarge their current locations consult with DOD and CCIC for site information or help in locating appropriate sites for their business locations. Through referrals to owners, developers and Realtors, businesses were guided through property acquisition or lease agreement development.

International business assistance is provided through the relationships developed with The US Dept of Commerce International Trade Assistance Center and Ohio Department of Development Global Markets Division. Canton companies seeking export assistance are referred to one or both agencies for information and assistance in developing international market opportunities. Canton companies also benefit from joint visits by ITAC staff and Canton DOD or CIC personnel.

**Small Business Development** – On an ongoing basis the Department of Development meets with bankers and other financial institutions to increase small business lending in the local area. To that end relationships with Huntington Bank, Charter One Bank and local Credit Unions have been leveraged to provide financial opportunities for small business loans that address the need for cash flow assistance.

**Business to Business Referrals** – A central part of the work in business development is the referral of business to business connections. Working with the knowledge gained through visits to local companies provides an opportunity to become advocates for local product and service providers. Local businesses are encouraged to work with neighboring businesses when possible in order to increase local economic activity. In 2011, the city hosted a business summit meeting at which CEO's and Presidents of Canton's largest companies gathered to discuss the local business climate, plans for future expansion and possible collaborations.

**Mayor's Business Visits** – On a continuing basis Canton companies are visited by the Mayor and/or department personnel to learn of the company mission, meet owners and leadership, learn of development requirements and render assistance as required. In the past year over 100 companies have been visited for the purpose of rendering requested assistance or to make introductions and establish relationships. Discussions include issues involving employment requirements, crime, community engagement and other city pertinent issues are discussed and referred to responsible municipal department for resolution.

Additional opportunities to stretch Federal funds are created by cooperating with the City's CHDOs to provide decent affordable housing to low and moderate-income persons. In 2011, the city continued to partner with private developers for NSP 1 and NSP 3 projects. Similar partnerships also utilize HOME funds. These parties receive additional funding from a variety of other sources, including banks and other government agencies.

CDBG public service grants leveraged a higher level of assistance from area non-profit agencies to provide services vital to helping residents in need obtain a higher standard of living. Programs funded include those that provided adult literacy programs, programs that provided assistance to elderly residents, a summer food program for youth, educational and recreational programs neighborhood centers, a food voucher program, employment training and others.

Nine ESG grants leveraged assistance for residents who are homeless by providing shelter, medical care, and other necessities.

c. How matching requirements were satisfied.

The City's HOME dollars do not have a match requirement due to our designation as a distressed city. However, in many programs the City partners with non-profit agencies who receive low income tax credits as well as grants from State and other Federal sources. The City has a leveraging ratio of 7.36 for its HOME rental activates and is one of the top ranking HOME recipients in the State of Ohio in the area of leveraging.

Non-profits that service the homeless meet ESG match requirements through funding received from other sources. The City requires ESG recipients to provide proof of funds received from other sources to meet their match requirements.

## **Managing the Process**

1. Describe actions taken during the last year to ensure compliance with program and comprehensive planning requirements.

Training staff and attending classes and seminars to gain a greater knowledge of program requirements is a priority. The DOD has assembled a collection of resources that include useful websites, copies of Federal Regulations and OMB Circulars. Technical assistance consultants have played an important role in guiding the Department's efforts to ensure compliance. HUD Regional staff members are consulted regularly and the internet is used for research and to attend webinars and online meetings.

In addition, our staff attended the following training and meetings in 2011:

- OCCD Conferences
- Disaster Recover Grant Report Training
- Fund for Economic Future
- HOME Basics Training
- NSP Problem Solving Clinic

DOD staff continues to be participants at community meetings and members of city commissions, including:

- Homeless Collaborative
- Area Agency on Aging
- Stark County Housing Task Force
- Canton's Housing Task Force
- Community Reinvestment Area Housing Council
- Neighborhood Partnership Grant Program
- Family Economic Success
- Special Improvement District
- Summit Neighborhood Coalition
- Fair Housing Commission

- Planning Commission
- Canton Community Improvement Corporation.

Additionally, DOD staff works closely with the City Health, Code Enforcement, and Building Departments and the Stark Metropolitan Housing Authority to evaluate needs of the community and assess the best uses of our Federal funds.

DOD staff members also take advantage of on-line training and resources to increase learning opportunities to improve areas from clerical skills to gaining a more thorough knowledge of Federal regulations and guidelines.

## **Citizen Participation**

1. Provide a summary of citizen comments.

The CAPER was available for public review and comment in Council Chambers and the Community Development office the second half of March. Advertisements were run twice in the local newspaper, *The Repository*. No citizen's comments were received. The CAPER was also available online at the city's website.

2. In addition, the performance report provided to citizens must identify the Federal funds made available for furthering the objectives of the Consolidated Plan. For each formula grant program, the grantee shall identify the total amount of funds available (including estimated program income), the total amount of funds committed during the reporting period, the total amount expended during the reporting period, and the geographic distribution and location of expenditures. Jurisdictions are encouraged to include maps in describing the geographic distribution and location of investment (including areas of minority concentration). The geographic distribution and expenditure requirement may also be satisfied by specifying the census tracts where expenditures were concentrated.

\*Please note that Citizen Comments and Responses may be included as additional files within the CPMP Tool.

The CAPER was available for public review and comment the second half of March 2011. Copies were available in the City Council office and the Department of Development office. Copies of all documents presented for review are kept on file in the Department of Development office for several years and then scanned and saved in the City's storage files. They are available for public review at any time. HUD reports not required by the CAPER, as well as internal reports, are also available for public review.

## **Institutional Structure**

1. Describe actions taken during the last year to overcome gaps in institutional structures and enhance coordination.

The City's Department of Development is responsible for administration of programs in the Consolidated Plan. The staff worked with entities such as Stark County Out Of Poverty Partnership (SCOPP), Canton Regional Chamber of Commerce, Stark County Regional Planning and various neighborhood associations to reach the City's objectives.

The City Administration and City Council are the lead generators for planning. Both parties have created a network allowing for open dialogue. City Councilpersons are the spokespersons of their respective wards. During Council meetings time is set aside as public speak forums.

The Administration and Department of Development staff regularly meets with various community members and neighborhood organizations, and attend public meetings to stay in touch with the needs of the community.

## **Monitoring**

### **1. Describe how and the frequency with which you monitored your activities.**

The staff receives monthly reports from the City Auditor, as well as monthly reports from IDIS. These reports are used to help monitor the status of projects and payments.

The Housing staff monitors rehab projects by staying in communication with homeowners and contractors by phone and through on-site visits during all phases of projects.

The Contract Coordinator monitors and reviews all payment requests submitted for reimbursement. Agencies are contacted by phone and personal interviews to determine that they are in compliance with their funding agreements.

Economic Development assistance recipients are required to supply job creation/retention data to the Community Development Department on an annual basis.

### **2. Describe the results of your monitoring including any improvements.**

The refinement of our application process and the increased use of Request for Proposals have helped ensure that subrecipients understand requirements more fully at the beginning of the process. The development of more complete standardized forms and checklists enables us to better monitor records, files and other documentation for compliance.

The Department of Development will continue the enforcement of quarterly reporting requirements, which help ensure grantees are on target with providing funded services and that spending is in compliance with grant requirements. It also enables Community Development staff to catch and correct problems in a more timely manner.

### **3. Self-Evaluation**

#### **a. Describe the effect programs have in solving neighborhood and community problems.**

Code Enforcement is a high priority in the community. NSP 1, NSP 3 and CDBG funds were used to relieve blight conditions, and eliminate health and safety issues caused by vacant properties and substandard conditions in neighborhoods and provide decent, affordable housing. Funds are also used to pay salaries for Code Enforcement offices working in the CDBG target area.

Public service grants funded adult literacy programs, programs that provided assistance to

elderly residents, a summer food program for youth, educational and recreational programs neighborhood centers, a food voucher program, employment training and others. Youth activities were a high priority and were a factor in the decision to fund the City owned community center in the southeast end of town. A variety of activities were funded in the center and surrounding area, including a summer enrichment program where youth participated in recreational and educational activities. A grant to an area non-profit supplemented a summer food program. The city paid the salary for a driver to deliver meals. Meals were delivered to sites throughout the City.

Funds were used to pay for entrance fees and lessons at a swimming pool owned by the public school system.

- b. Describe progress in meeting priority needs and specific objectives and help make community's vision of the future a reality.

The City met most of its non-housing goals set for 2011. None of the 2011 housing goals were met. The goal for down payment assistance was to assist 20 homebuyers. The city actually assisted seven, due partially to the weak economy and tightened mortgage regulations.

The city set a goal of assisting 75 homeowners with whole house rehab, emergency repairs, furnace or sidewalk replacements, and/or handicap ramp installations. There were actually 31 households assisted including five whole house rehabs, four furnaces, 13 sidewalk repair/replacement projects and 9 general or emergency home emergency repairs.

Goals for Public Service grants were exceeded in all areas. The City funded agencies that provide adult literacy and employment preparation programs; youth programs teaching etiquette and job skills as well as providing recreational opportunities; tax preparation and food voucher programs for elderly and low-income residents.

- c. Describe how you provided decent housing and a suitable living environment and expanded economic opportunity principally for low and moderate-income persons.

The City's HUD funded programs are designed to benefit primarily low income persons and low income neighborhoods. Staff and subrecipients review applicant/recipient information to ensure funds are expended to meet the goals of the City to assist low to moderate income residents. Data collection forms are reviewed periodically to ensure collection of accurate, up-to-date information.

The City funds a variety of housing programs including downpayment assistance, homeowner rehab and new construction projects, as well as providing funding for a furnace replacement program and a sidewalk replacement program.

Efforts to create a more suitable living environment include the demolition of substandard houses and other structures, funding non-profit projects that provide recreational opportunities, social services, and perform neighborhood clean up programs.

The CDBG goal for demolition and board up of vacant properties was 80 structures. A total of 36 structures were torn down with NSP funds or CDBG funds.

The City continued contracting with an area non-profit organization, American Rescue Workers, to board up vacant houses. The partnership allowed the City to increase the rate at which they are able to secure vacant structures and provide a source of income for the agency. Through this arrangement, American Rescue Workers completed the securing of 325 houses. American Rescue Workers is an agency providing transitional and temporary housing for homeless men. Some of these men perform the work and earn a nominal salary in an effort to help them in their search for more permanent housing.

d. Indicate any activities falling behind schedule.

The goals set for single family rehabs, downpayment assistance and new construction were not met. The city is continuing to address its internal issues in the housing department.

Land acquisition and disposition goals were not met due to budget issues and staff members focusing their time on the NSP program.

e. Describe how activities and strategies made an impact on identified needs.

Despite set backs in some areas, the City's activities continue to make an impact in many areas of the community. The DOD assisted 38 households to attain new or improved housing through downpayment assistance and housing rehab programs. Emergency shelter grants provided housing for over 10,000 individuals. The DOD also assisted in the clean up of blighted areas of the community and provided social services and activities to those in our community who need them. The City emphasized job training and literacy for youth and adults. An educated workforce is key to economic development in the City.

f. Identify indicators that would best describe the results.

The actual numbers of persons assisted are higher than the goals the City set in most areas. This indicates that City funded programs reach a large number of people. The City works to partner with agencies that are active where the greatest need is.

The high number of youth applying for employment in the summer job program shows the need for employment opportunities for youth. In addition, the number of applicant who did not qualify shows the importance of job skill training and education. Programs in these areas will remain a high priority.

g. Identify barriers that had a negative impact on fulfilling the strategies and overall vision.

The economy and blighted conditions in the City continue to discourage business growth. The aging housing stock creates numerous challenges. Many houses contain lead based



paint and require extensive renovation to bring them up to the City's Code standards. Over 56% of the City's residents are low income and over 19% are living below poverty level according to the 2000 census.

The increasing cost of demolitions and the legal issues attached to them will continue to limit the number of demolitions the City can complete.

- h. Identify whether major goals are on target and discuss reasons for those that are not on target.

The City focuses most of its funding to provide housing and social services for low-income residents. The economy, staffing complexities, and the deteriorated state of the housing stock slow the process of assisting with housing renovations. Most public services goals were met by partnering with agencies that have a positive presence in the neediest areas of the City.

- i. Identify any adjustments or improvements to strategies and activities that might meet your needs more effectively.

Creating specialized departments in DOD has allowed each department to focus more closely on its assigned areas. Teams have been developed for each area with a defined lead person and appropriate support staff. Teams meet weekly or bi-weekly.

The Economic Development Director works closely with the Canton Community Improvement Corporation, the Chamber of Commerce and the Stark Development Board, as well as business and government representatives to develop and provide incentives for companies and increase economic development opportunities in the City.

The City participated in the International Conference of Shopping Centers for the past three years. This participation resulted in the opening of more new stores at a mall in the City that is being renovated. The addition of these businesses is expected to continue to draw others to the area.

## **Lead-based Paint**

- 1. Describe actions taken during the last year to evaluate and reduce lead-based paint hazards.

The City continues the work of creating a consortium of various City and County agencies, and City and County Health Departments to coordinate efforts to apply for and obtain federal dollars through Super NOFA initiative should funds become available again in the future. These dollars would go toward education, remediation and prevention.

The Canton City Health Department offers testing for lead based paint and lead based paint hazards through its Lead Poisoning Prevention Program to City homeowners. It also educates the public about the hazards of lead based paint, symptoms of lead based paint poisoning, and how to avoid exposure to lead based paint. The Health Department provides testing for lead based paint poisoning on a sliding scale for City residents.

The City makes lead testing, lead abatement when necessary, and lead safe practices a priority when rehabbing homes through City programs. The City requires a Lead Risk Assessment for all housing projects except emergency repairs. The city has established guidelines for dealing with potential lead hazards in homes it rehabs and those rehabs by sub-contractors and sub-recipients. The city requires clearance testing on all projects.

## HOUSING

### Housing Needs

\*Please also refer to the Housing Needs Table in the Needs.xls workbook.  
Describe Actions taken during the last year to foster and maintain affordable housing.

The city is working towards upgrading its existing housing stock through rehabilitation of owner occupied properties. Downpayment assistance was provided to persons who were previously renting.

Funds awarded through NSP 1 and NSP 3 are being used to stabilize neighborhoods. In 2011, two houses were rehabilitated and sold and 3 houses were constructed and sold under the NSP 1 program. An additional 16 houses have been acquired and are in some stage of rehab and three houses are in the process of construction. In 2011, four properties were acquired with NSP 3 fund to be rehabed next year.

### Specific Housing Objectives

1. Evaluate progress in meeting specific objective of providing affordable housing, including the number of extremely low-income, low-income, and moderate-income renter and owner households comparing actual accomplishments with proposed goals during the reporting period. Also evaluate progress in providing affordable housing that meets the Section 215 definition of affordable housing for rental and owner households comparing actual accomplishments with proposed goals during the reporting period.

All households assisted under the City of Canton's housing programs meet the requirements of Section 215 of Title 42.

#### 2011 Housing Goals and Accomplishments:

- a. The goal was to assist in housing 300 homeless persons. Over 10,000 persons were housed through ESG funded programs.
- b. The goal was to provide general home repairs to 60 housing units. Repairs were made to 26 houses.
- c. The goal was to rehabilitate 15 owner occupied units. Funds were expended to rehab five units. Four more units are in the process of rehabilitation through developer partners.
- d. The goal was to provide down payment assistance to 20 households. Assistance was provided to seven households.

- e. Provided assistance in the new construction of five units through funding awarded to Habitat for Humanity and assisted with the funding of 5 units in a newly constructed forty unit facility that will provide transitional housing.
2. Describe efforts to address “worst-case” housing needs and housing needs of persons with disabilities.

The City continues to make homeownership a priority through production of new units as well as the rehabilitation of existing housing where feasible. The City will continue to fund down payment assistance programs and counseling for prospective homebuyers.

### **Public Housing Strategy**

1. Describe actions taken during the last year to improve public housing and resident initiatives.

The City does not normally provide funding to the Stark Metropolitan Housing Authority for housing, but partners with SMHA in many areas. The city has awarded NSP 1 funds to the housing authority, and HOME funds provide funding to the housing authority’s CHDO to build a facility that will provide permanent supportive housing for persons with mental health issues. The Stark Metropolitan Housing Authority (SMHA) provides eligible residents of Stark County with quality affordable housing in decent, safe, and nourishing neighborhoods. By working in partnership with the public and private sectors, the SMHA provides families with housing choice and the opportunity to achieve self-sufficiency.

As part of its plan to promote de-concentration of poverty, SMHA is making physical improvements to add market-comparable amenities as well as working with other agencies to facilitate activities that promote resident education and employment.

Stark Metropolitan Housing Authority has administered the Section 8 Rental assistance Program since 1975. The Housing Choice Voucher Program provides renters with rent vouchers that can be used across the county.

The Moderate Rehabilitation Program features designated buildings where the rental assistance is “tied” to the building, which has been renovated through this program. Shelter Plus Care is designed to link rental assistance to support services for hard to serve homeless persons with disabilities and their families.

The SMHA Section 8 Homeownership Program is a HUD certified counseling service designed to assist Housing Authority residents purchase a home of their own or non-public housing residents protect their most valuable asset, their home.

The Housing Authority offers homeownership opportunities and SMHA residents through it Section 8 Voucher Choice and Section 8 Tenant Based Lease Purchase Programs and post purchase counseling to homeowners in Stark County that meet program guidelines.

SMHA'S Community Services Department coordinates all the programs, activities, and services offered to SMHA residents. Services include the Nutrition Program provided at 5 senior buildings; Health Services such as a podiatry clinic each month, a medical clinic each week and monthly blood pressure clinics; Personal Assisted Living Service (PALS) provides light house cleaning, meal preparation and laundry services; and Keep Our Babies Alive (KOBAs), a free, confidential outreach program for pregnant women.

In addition, the Stark Metropolitan Housing Authority Federal Credit Union was organized to help provide the residents of SMHA and its employees with sound, affordable financial services and products. Besides the necessary products and services, the credit union also provides an ongoing education program dealing with personal finances.

### **Barriers to Affordable Housing**

1. Describe actions taken during the last year to eliminate barriers to affordable housing.

The City emphasized the home ownership programs previously mentioned. The City has also been a strong supporter and partner with Habitat for Humanity in creating new, affordable housing, as well as partnering with our CHDOs. In 2011, the city partnered with two for-profit housing developers in the NSP 1 and NSP 3 programs. The same developers also have been awarded HOME funds for several additional projects.

### **HOME/ American Dream Down Payment Initiative (ADDI)**

The City of Canton does not receive any ADDI funds.

1. Assessment of Relationship of HOME Funds to Goals and Objectives
  - a. Evaluate progress made toward meeting goals for providing affordable housing using HOME funds, including the number and types of households served.

HOME goals were to assist 15 households with rehabilitation of owner-occupied units. Actual assistance was provided to 12 households, one in the under 30% range, five in the 30-50% range and six in the 50-80% range. Of those receiving assistance, six were elderly.

2. HOME Match Report
  - a. Use HOME Match Report HUD-40107-A to report on match contributions for the period covered by the Consolidated Plan program year.

The City has no matching requirements as we are designated as a distressed city. However, in many programs, the City partners with non-profit agencies that receive low income tax credits as well as grants from State and other Federal sources.

3. HOME MBE and WBE Report
  - a. Use Part III of HUD Form 40107 to report contracts and subcontracts with Minority Business Enterprises (MBEs) and Women's Business Enterprises (WBEs).

The City did not contract directly for construction, but they encourage their partners to use minority and women owned businesses.

#### 4. Assessments

- a. Detail results of on-site inspections of rental housing.

The City Code Enforcement Department conducted inspections on over 5,000 rental units in 2011. Over 320 vacant properties were boarded up and 35 substandard structures were demolished using CDBG funds.

- b. Describe the HOME jurisdiction's affirmative marketing actions.

The City's Affirmative Marketing Policy is a commitment by the City of Canton to prevent discrimination, to provide equal housing opportunities and to market housing opportunities to individuals who might not normally apply for housing programs because they are socially and/or economically disadvantaged.

- c. Describe outreach to minority and women owned businesses.

#### **Minority/Women's Business Enterprise Program ("MBE/WBE")**

According to the City of Canton's *Minority Enterprise Utilization Commitment* form, the City has a 10% MBE participation goal. As such, the Office organized a concerted effort to incorporate MBE/WBE participation in the City of Canton's bidding process. It is intended that each City of Canton Department will include the certified list in its consideration of businesses for bid opportunities, including those for less than \$15,000.00.

#### **Obstacles**

- The 10% goal is not reflected in the Minority Contract Provision in Section 105.06 of the ordinance.
- It is difficult to fully implement the purpose of and commitment to the program if bid opportunities remain unknown or discovered at a time that precludes the time necessary for businesses to properly prepare and submit bids and/or proposals.

#### **Goals**

- Create a standardized bid process for all City of Canton departments.
- Learn each department's contract bidding policies and procedures.
- Increase awareness of the MBE/WBE program.
- Revise the Bidder Contractor forms provided in bid specifications.
- Increase bid opportunities and awards for MBE/WBE participants.

## HOMELESS

### Homeless Needs

\*Please also refer to the Homeless Needs Table in the Needs.xls workbook.

1. Identify actions taken to address needs of homeless persons.

The City addresses the needs of homeless persons by working with various agencies to fund operating expenses as well as continuum of care needs with Emergency Shelter Grants. The development of permanent supportive housing is a proven, cost-effective approach to ending homelessness. The City used HOME funds to develop permanent supportive housing, and ESG funds to pay costs associated with providing support services to formerly homeless residents.

The following agencies provide services in the City of Canton. Not all receive funding from the City's HUD grants.

- American Rescue Workers, Hope Shelter - Emergency shelter for 15 single males.
- American Rescue Workers, New Life - Transitional housing for 5 single males.
- Community Services, Family Living Center - Emergency shelter for 22 persons, single females and females with children.
- Community Services, CS Transitional - Transitional housing for 3 persons, households with children.
- Domestic Violence Project - Emergency shelter for 15 persons, single females and females with children; counseling and recovery program offering assessment, counseling, case management for domestic violence, alcohol and drug treatment, and domestic violence prevention; legal advocacy; community education.
- ICAN, Permanent supportive housing; multiple addresses.
- JR Coleman Housing Services - Shelter for one homeless family.
- Multi-Development Services, Fulton House - Transitional housing for 8 persons, households with children.
- YWCA, New Beginnings - Transitional housing for 47 persons, single females and females with children.
- YWCA, New Beginnings - Permanent Supporting Housing for 10 single males and females.
- YWCA, Gateway Estates - Permanent Supportive Housing for 36 single males and females.

2. Identify actions to help homeless persons make the transition to permanent housing and independent living.

The City's strategy for helping homeless persons make the transition to permanent housing and independent living is to collaborate with community partners. These partners include:

**American Rescue Workers**, provides housing to homeless men; prevents homelessness through appropriate programs, including providing clothing and furniture; 12 Step Overcomers programs for drug/alcohol addiction; life skills classes; work therapy; rental savings program;

In 2009, American Rescue Workers began providing board-up services for the City. The program allows homeless men to learn skills and perform services for the City. The City pays for the board-ups with clearance funds, which provides a source of income for the agency.

**Community Services of Stark County, Inc.** provides support, advocacy, training, and counseling; Samaritan's Table (hot meal program); emergency assistance (rent, utilities,

transportation, etc.); emergency prescription/dental services; homeless prevention program; HOPWA (housing assistance for people with AIDS); anger management; substance abuse education, youth advisory council, case management; School-Based Services - licensed counselors and social workers provide on-site consultation, counseling, groups, and supportive services to area schools both during the school day and in the after-school hours; provides 24-hour hot line for information and emotional support; Housing Program - Family Living Center (homeless shelter), transitional housing, supportive services for the homeless, substance education, life skills, and case coordination to homeless persons in Stark County as well as Gateway residents; Pyramid Training Services - micro business loans/small business incubation, transitional learning center.

**Multi-Development Services of Stark County** provides supportive programs and services to at-risk community members, including home visiting and mentoring for mothers with children birth to 12 years old; family support services; after-school youth drug/alcohol prevention program; food pantry; housing; emergency family shelter; transitional housing.

**P.A.L. Mission** provides transitional housing for young adult women, particularly those raised in foster care and provides counseling; life skills and self-sufficiency training; job readiness and nurturing through the Canton PAL House - for adolescent girls in foster care and young adult women to age 22 and Genesis Program.

**ICAN, Inc.**, works to eliminate homelessness among people with severe and persistent psychiatric illnesses through street outreach, help with enrolling in treatment programs, and permanent supportive housing. All services are directed toward increasing housing stability as a key component for customers to achieve recovery. Outreach employees engage homeless people on the streets and through referrals. Eligible customers obtain service-enriched housing that is safe, decent, and affordable. On-going support provides customers training in complying with their leases and independent living skills. Employment programs include rent assistance during educational or job search activities. ICAN also provides transportation to jobs for customers with no other reliable means to get to and from work.

**Salvation Army - Canton Corps** supplies assistance for those in emergency or temporary situations. Rent, mortgage, and utility assistance as funds are available; Working Women's Closet; case management for homeless men.

Not all of these agencies receive HUD funding from the City.

3. Identify new Federal resources obtained from Homeless SuperNOFA.

N/A

### **Specific Homeless Prevention Elements**

1. Identify actions taken to prevent homelessness.

The Stark County Interagency Council on Homelessness (SCICA) was formed and has developed a strategic plan. The City is an active participant on the Council and has representatives on various sub-committees. The agency is developing a strategy with different solutions to provide housing for those who find themselves homeless.

Due to the high number of foreclosures in the area, the City has begun programs that provide financial counseling to persons at risk of losing their homes to foreclosure. The City also funds a program designed to assist persons who are homeless due to foreclosure by providing utility and rent deposits.

The Continuum of Care and Stark County Interagency on Homelessness, through its strategic plan, strive to develop and implement solutions that address the problems of homelessness in Canton and throughout Stark County. Programs are designed to prevent homelessness, end chronic homelessness and insure a coordinated safety net of emergency services for those in short term housing crisis. Efforts are made on the local level to coordinate and consolidate programs to provide a cost-effective and streamlined system for addressing homelessness.

### **Emergency Shelter Grants (ESG)**

1. Identify actions to address emergency shelter and transitional housing needs of homeless individuals and families (including significant subpopulations such as those living on the streets).

The City provided assistance to nine agencies with Emergency Shelter Grant funds in 2011. Funds were expended to make repairs, provide security, maintain facilities, provide for administrative costs such as salaries and utilities, as well as providing funds for supplies and household items for shelters, prevent homelessness by providing rent vouchers, and provide for basic, essential needs.

Emergency Shelter Grant funds supported the work of the following agencies:

\$15,000 to **Stark Social Workers Network** for case management and outreach services. A total of 95 clients participated in Life Skills training, Parent Support and One on One sessions, and employment seeking and retention sessions.

\$15,000 to **American Rescue Workers** Hope Shelter. The Hope Shelter provides shelter to homeless men and supportive services. They housed 9,529 unduplicated men for the year and also provided in-house case management.

\$15,000 for **YWCA** permanent supportive housing renovations. The YWCA is a permanent supportive family shelter that is able to house families as well as single persons. Renovations increased two of the units from 2-bedroom to 3-bedroom to be able to include persons with service animals, as they are self-contained apartments. YWCA assisted a total of 339 persons in 2011.

\$15,000 to **ICAN, Inc.** to support homeless prevention activities through rental and utility assistance. ICAN, Inc. is a non-profit organization that promotes self-reliance by providing housing opportunities for homeless veterans and persons who have mental illness. Funding assisted 14 adults and 12 children for a total of 26 persons assisted.

\$15,000 to **Refuge of Hope** men's shelter for a roof replacement and to finish miscellaneous renovations. Refuge of Hope is an emergency shelter housing homeless men, but also operates a meal ministry that serves six hot and nutritious meals per week to men, women and children of Stark County. 277 persons were assisted for the year 2011.



\$15,000 to **Community Services of Stark County** for homeless prevention activities of rent assistance, utility assistance and supportive services directly related to the prevention of homelessness to eligible individuals and families who are in danger of eviction, foreclosure or homelessness. 28 adults and 14 children were served for a total of 42 individuals.

\$15,000 to **Domestic Violence Project, Inc.** women's shelter for operational costs by purchasing new vinyl covered mattresses, bunk beds and "Pack-tites" for bed bug prevention/abatement and furnishings for closet space and clothing. For security purposes, a chain-link fence will be installed. The Domestic Violence organization provides emergency and supportive services, including drug and alcohol treatment, to victims of domestic violence and promotes increased public awareness of domestic violence issues. 132 adults and 106 children for a total of 238 persons were assisted.

\$14,826 for **Otis Gibbs Helping Hands Center** for operational expenses to assist homeless male veterans. Funds assisted with maintenance and the salaries of three direct care staff and one nurse to be able to continue providing services for homeless veterans. 10 veterans were assisted as a result of this funding

\$11,315 to **Salvation Army** to carry out homeless prevention activities. A total of 16 persons were assisted with rent and 22 persons received utility assistance.

2. Assessment of Relationship of ESG Funds to Goals and Objectives
  - a. Evaluate progress made in using ESG funds to address homeless and homeless prevention needs, goals, and specific objectives established in the Consolidated Plan.

The City exceeded its anticipated progress toward goals and objectives as anticipated in the consolidated plan.

- b. Detail how ESG projects are related to implementation of comprehensive homeless planning strategy, including the number and types of individuals and persons in households served with ESG funds.

The City's 2011 grant recipients housed a wide range of homeless persons, including unaccompanied men who were provided with emergency shelter ranging from beds for overnight stays to single-room occupancy units for longer-term stays. In addition, women or women accompanied by children were housed in both short term and long term emergency housing and provided with service to address their needs.

3. Matching Resources
  - a. Provide specific sources and amounts of new funding used to meet match as required by 42 USC 11375(a)(1), including cash resources, grants, and staff salaries, as well as in-kind contributions such as the value of a building or lease, donated materials, or volunteer time.

4. State Method of Distribution

- a. States must describe their method of distribution and how it rated and selected its local government agencies and private nonprofit organizations acting as subrecipients.

State Method of Distribution – N/A

5. Activity and Beneficiary Data

- a. Completion of attached Emergency Shelter Grant Program Performance Chart or other reports showing ESGP expenditures by type of activity. Also describe any problems in collecting, reporting, and evaluating the reliability of this information.

ESG Performance Chart follows narrative.

- b. Homeless Discharge Coordination

- i. As part of the government developing and implementing a homeless discharge coordination policy, ESG homeless prevention funds may be used to assist very-low income individuals and families at risk of becoming homeless after being released from publicly funded institutions such as health care facilities, foster care or other youth facilities, or corrections institutions or programs.

At the present time, the City does not use its ESG funds to assist persons at risk of becoming homeless after becoming released from publicly funded institutions.

## COMMUNITY DEVELOPMENT

### Community Development

\*Please also refer to the Community Development Table in the Needs.xls workbook.

1. Assessment of Relationship of CDBG Funds to Goals and Objectives

- a. Assess use of CDBG funds in relation to the priorities, needs, goals, and specific objectives in the Consolidated Plan, particularly the highest priority activities.

Code Enforcement continued to be a high priority in the community in 2011. Goals of decent housing conditions and a suitable living environment were met through Code Enforcement, Demolition and Clearance activities. CDBG and NSP funds are being used to relieve blight conditions, and eliminate health and safety issues caused by vacant properties and substandard conditions in neighborhoods.

The City provided funding through Public Service activities to various agencies. These agencies provided services free of charge or on a sliding scale. Activities funded benefit the public in areas with a high percentage of low/mod income residents.

Acquisition, Disposition, and Relocation activities provide a suitable living environment

by partnering with agencies and residents to use real estate in a more efficient manner. Grants are provided to help homeowners acquire vacant properties, as well as help businesses to expand by acquiring properties and demolishing substandard properties. Community Development staff monitor all programs to ensure compliance to Federal regulations.

The City's Downpayment Assistance and Home Repair programs were funded with both HOME and CDBG funds in 2011. The City is striving to pay for most housing programs with HOME funds, so that they are utilized in a more timely manner. This will also allow us to use our CDBG funds in other areas.

- b. Evaluate progress made toward meeting goals for providing affordable housing using CDBG funds, including the number and types of households served.

The goals for downpayment assistance rehabbing single unit owner occupied properties was not met. Downpayment assistance was provided to seven households and home repairs, including accessibility ramps, furnaces and sidewalks, were provided for 31 households. All households are low or moderate income.

- c. Indicate the extent to which CDBG funds were used for activities that benefited extremely low-income, low-income, and moderate-income persons.

All of the City's HUD funded programs are designed to primarily assist low and moderate income residents.

## 2. Changes in Program Objectives

- a. Identify the nature of and the reasons for any changes in program objectives and how the jurisdiction would change its program as a result of its experiences.

The economy and city housing situation has resulted in the decision to limit the scope of grants to non-profits was made to focus funding on areas designed to help residents build a better quality of life for themselves.

Low production in the housing program resulted in the city hiring outside agencies to perform inspections and write specifications for the NSP program. This process proved to be very effective and the city is considering making similar changes to its other housing programs

## 3. Assessment of Efforts in Carrying Out Planned Actions

- a. Indicate how grantee pursued all resources indicated in the Consolidated Plan.

The City has pursued all resources indicated in the Consolidated Plan by applications for additional funding.

- b. Indicate how grantee provided certifications of consistency in a fair and impartial manner.

- c. Indicate how grantee did not hinder Consolidated Plan implementation by action or willful inaction.

Planning activities and staff monitoring are designed to facilitate implementation of the Consolidated Plan.

Training and technical assistance received from HUD continue to be utilized to ensure program changes are compliant with all requirements.

4. For Funds Not Used for National Objectives

- a. Indicate how use of CDBG funds did not meet national objectives.

All CDBG funds expended in 2011 were for projects that met national objectives.

- b. Indicate how did not comply with overall benefit certification.

N/A

5. Anti-displacement and Relocation – for activities that involve acquisition, rehabilitation or demolition of occupied real property

- a. Describe steps actually taken to minimize the amount of displacement resulting from the CDBG-assisted activities.
- b. Describe steps taken to identify households, businesses, farms or nonprofit organizations who occupied properties subject to the Uniform Relocation Act or Section 104(d) of the Housing and Community Development Act of 1974, as amended, and whether or not they were displaced, and the nature of their needs and preferences.
- c. Describe steps taken to ensure the timely issuance of information notices to displaced households, businesses, farms, or nonprofit organizations.

The City of Canton's Anti-displacement and Relocation Plan outlines all of the regulation requirements of the Uniform Relocation Act and the City of Canton's commitment to non-displacement.

The City did not displace any individuals or families as a result of any project or activities that involved Federal funding in 2011.

6. Low/Mod Job Activities – for economic development activities undertaken where jobs were made available but not taken by low- or moderate-income persons

- a. Describe actions taken by grantee and businesses to ensure first consideration was or will be given to low/mod persons.

Through the Canton Community Improvement Corporation, the City's Economic Development Department, the Chamber of Commerce and others, HUD funds are used to provide grants and loans that are specifically targeted at creating low/mod jobs. A minimum number of jobs were created through our programs for individuals who exceed the moderate-income range.

- b. List by job title of all the permanent jobs created/retained and those that were made available to low/mod persons.
- c. If any of jobs claimed as being available to low/mod persons require special skill, work experience, or education, provide a description of steps being taken or that will be taken to provide such skills, experience, or education.

- 7. Low/Mod Limited Clientele Activities – for activities not falling within one of the categories of presumed limited clientele low and moderate income benefit
  - a. Describe how the nature, location, or other information demonstrates the activities benefit a limited clientele at least 51% of whom are low- and moderate-income.

All activities for low/mod clientele are substantiated by either nature, location information or with demographic information on beneficiaries being provided by the subrecipient and kept on file.

- 8. Program income received
  - a. Detail the amount of program income reported that was returned to each individual revolving fund, e.g., housing rehabilitation, economic development, or other type of revolving fund.

The City received no program income from revolving funds in 2011.

- b. Detail the amount repaid on each float-funded activity.

The City received no program income from float-funded loans in 2011.

- c. Detail all other loan repayments broken down by the categories of housing rehabilitation, economic development, or other.

The City received program income in 2011 for CDBG funds. Program income came from a variety of sources, including: \$162,279.47 in commercial loan re-payments. Repayment of expenses for demolitions brought in \$51,886.58.

The City sold seven properties through its Land Reutilization Program resulting in the receipt of \$1,814.39 for sale of land.

Funds received in the community center were paid in as program income. A total of \$98,067.50 was received for room rentals, \$3,729.00 from membership fees, and \$2,254.58 from concessions and vending machines.

- d. Detail the amount of income received from the sale of property by parcel.

Seven parcels of land were sold through the City's Land Disposition programs to residents and non-profits, resulting in \$1,814.39 in program income. Four of these parcels sold for one dollar each. The following parcels were sold through the city's Land Reutilization Program:

- 02-00706 - \$703.66
- 02-02091 - \$482.73
- 02-12064 - \$ 1.00
- 02-14244 - \$624.00
- 02-17558 - \$ 1.00
- 02-22031 - \$ 1.00
- 02-47973 - \$ 1.00

9. Prior period adjustments – where reimbursement was made this reporting period for expenditures (made in previous reporting periods) that have been disallowed, provide the following information:
- a. The activity name and number as shown in IDIS;
  - b. The program year(s) in which the expenditure(s) for the disallowed activity(ies) was reported;
  - c. The amount returned to line-of-credit or program account; and
  - d. Total amount to be reimbursed and the time period over which the reimbursement is to be made, if the reimbursement is made with multi-year payments.

N/A

10. Loans and other receivables

- a. List the principal balance for each float-funded activity outstanding as of the end of the reporting period and the date(s) by which the funds are expected to be received.

N/A

- b. List the total number of other loans outstanding and the principal balance owed as of the end of the reporting period.
- c. List the total number of outstanding loans that are deferred or forgivable, the principal balance owed as of the end of the reporting period, and the terms of the deferral or forgiveness.
- d. Detail the total number and amount of loans made with CDBG funds that have gone into default and for which the balance was forgiven or written off during the reporting period.

A total of 22 loans are in default with a balance of over \$700,000. The City Law Department is involved in legal procedures against several agencies that have economic development loans in default.

- e. Provide a List of the parcels of property owned by the grantee or its sub recipients that have been acquired or improved using CDBG funds and that are available for sale as of the end of the reporting period.

The City acquired fourteen (14) parcels which were acquired in the reporting period with CDBG funds and land banked to create buildable parcels or made available for sale. Acquired Parcel numbers: 02-10852, 02-12934, 02-13182, 02-15242, 02-15334, 02-20022, 02-25379, 02-27809, 02-27810, 02-32612, 02-35489, 02-36699, 02-40005, 02-40007, & 02-44303.

11. Lump sum agreements

- a. Provide the name of the financial institution.
- b. Provide the date the funds were deposited.
- c. Provide the date the use of funds commenced.
- d. Provide the percentage of funds disbursed within 180 days of deposit in the institution.

N/A

12. Housing Rehabilitation – for each type of rehabilitation program for which projects/units were reported as completed during the program year.

- a. Identify the type of program and number of projects/units completed for each program.

In 2011 CDBG funds were used for the installation of four furnaces, the replacement of sidewalks for 13 households, and general or emergency repairs to nine homes under the City's CDBG housing programs.

Seven downpayment assistance grants were awarded from HOME funds and three whole house rehabs were completed.

All final recipients were low/mod income residents.

- b. Provide the total CDBG funds involved in the program.

Approximately \$ 474278.39 was dispersed from CDBG for home repairs and related expenses.

- c. Detail other public and private funds involved in the project.

Participants in the sidewalk replacement program are required to pay half of the total cost of replacement. The furnace replacement program also requires a match from the homeowner or a partner non-profit organization.

13. Neighborhood Revitalization Strategies – for grantees that have HUD-approved neighborhood revitalization strategies
  - a. Describe progress against benchmarks for the program year. For grantees with Federally-designated EZs or ECs that received HUD approval for a neighborhood revitalization strategy, reports that are required as part of the EZ/EC process shall suffice for purposes of reporting progress.

N/A

### **Antipoverty Strategy**

1. Describe actions taken during the last year to reduce the number of persons living below the poverty level.

The City is part of a County-wide collaboration to work for systems that empower families and individuals. These systems will aid in bettering financial, sound, emotional standards. Housing Task Force, assisting seniors, aiding children's literacy and cultural standards are all part of the steps to take.

## **NON-HOMELESS SPECIAL NEEDS**

### **Non-homeless Special Needs**

\*Please also refer to the Non-homeless Special Needs Table in the Needs.xls workbook.

1. Identify actions taken to address special needs of persons that are not homeless but require supportive housing, (including persons with HIV/AIDS and their families).

The City provides supportive services by partnering with various agencies. Efforts are underway to develop a structure to refer residents the agencies most qualified to assist with their range of needs.

Projects are supported through the HOME, ESG and CDBG programs that provide housing and support services for the elderly, frail elderly, persons with disabilities, persons with alcohol and drug addiction, and victims of violence.

The City is working to design unique programs to meet the needs of the business community as well as residents in need. One such program provided food voucher through the Area Agency on Aging to elderly residents. The vouchers were designated to be used at the City's Farmer's Market to purchase fresh produce that the elderly residents might not be able to afford otherwise. Plans are in the works for a similar program to be carried out through area grocery stores over the winter months.

The City is partnering with the Stark Metropolitan Housing Authority to design a permanent supportive housing facility for persons with mental disabilities that will include an economic component that will benefit the residents of the neighborhood, as well as the facility.